

**TOWN OF POLK  
SPECIAL TOWN BOARD MINUTES  
November 6, 2008**

**I. Call Meeting to Order -7:30 P.M.** - a Special Meeting of the Town of Polk Town Board was called to order by Chairman Willard Heppe at 7:30 p.m. at the Polk Town Hall.

**A. Official Meeting Notice** - Chairman Heppe reported that the notice of the meeting was sent to the West Bend Daily News, the Hartford Times Press, WBKV, WTKM, Milwaukee Journal Sentinel and posted at the Town Hall, Highway View School, Cedar Hills bulletin boards, and also posted on the Town of Polk website.

**B. Roll Call** - Members present: Chairman Willard Heppe, Supervisor Harold Groth, Supervisor Ted Merten, and Judy Stephenson, Zoning Secretary.

**II. Public Hearing.**

**A. Discussion & Possible Action on an Ordinance to Title X of the Town Code, Zoning Ordinance, Section 13.02 (54) (A) to Include the Definition of Upland Conservancy.**

Judy Stephenson read the notice of Public Hearing. Chairman Heppe stated that this change will update the Town Zoning Ordinance and will appear in the Smart Growth plan. Having no comments from the public, Chairman Heppe closed the Public Hearing.

**B. Conditional Use Application to place a Master Identification Sign 19' Tall by 10' 4" Wide for the Helsan Development. Sign to be located at 3010 Helsan Drive, Richfield, Section 36-10-19 on 2.14 acres.**

Judy Stephenson read the notice of Public Hearing. No one from Helsan was in attendance so John Frey, Building Inspector, offered to answer any questions on the sign.

**Scott Barkow - 4711 Highland Park Drive** - asked where the sign would be located and what direction it would face.

John Frey stated the sign would be placed on the northeast corner of the intersection of Hwy. 145 and Helsan Drive and would identify the businesses within the retail building. He further stated that it would two sided and the sign itself would go north and south; it would not pose a distraction to drivers in the proposed future rotaries. Having no further comments from the public, Chairman Heppe closed the Public Hearing.

**C. Rezoning from M-1 Manufacturing District to I-1 Institutional District for Still Waters Community UMC, Dave Washnesky, Owner, 3617 Scenic Road, Jackson, Wi. 53086. Purpose of Rezoning is to combine purchased property with existing property owned by the church, which is zoned Institutional. Part of Tax Key #T9-0695-00A and Part of T9-0695-00C - Section 22.**

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Judy Stephenson read the notice of public hearing. Chairman Heppe stated that the church is buying some additional land, Rezoning it to Institutional and adding it onto their current Institutional property. Having no comments from the public, Chairman Heppe closed the public hearing.

**IV. Adjournment -**

A motion to adjourn was made by Supervisor Ted Merten and seconded by Supervisor Harold Groth. Motion carried and Special Town Board meeting was adjourned at 7:40 p.m.

Respectfully Submitted,

Judy Stephenson  
Zoning Secretary